**DRAFT**

**Civil Service Commission Minutes**

State Capitol Building Basement, Room B31

Friday, February 14, 2020

Conference call 10 am (CT)

1. **Roll Call of Commission Members**

Barb Christianson, Chair called the meeting to order at 10:00 am CT.

Members present:

Barb Christianson

Judy Greff

Greg Ingemunson

Dawn Morris

Shannon Williams

Quorum was present.

Other participants:

Darin Seeley, Commissioner

Mallori Barnett, BHR Attorney

Ellen Zeller, BHR Director of Classification and Compensation

Shelly Rounds, Human Resource Specialist III

Mary Weischedel, BHR Compliance Officer

1. **Approval of Agenda**

Commission member Morris moved to approve the agenda as presented. Member Williams seconded the motion. The motion carried with unanimous voice vote.

1. **Approval of Minutes**

Commission member Greff moved to approve the minutes of the October 17, 2019, meeting as submitted, seconded by Ingemunson. The motion carried with unanimous voice vote.

1. **Introductions**

Commissioner Seeley and Mallori Barnett, BHR Attorney provided an overview of their current roles in BHR and a brief review of their career experience.

1. **New Class Titles**
2. Satellite Job Service Assistant Manager – 010925
3. Transportation Project Manager – 040851
4. Buildings Construction Manager – 040894

Zeller presented information about each new class title requesting the paygrade be establish at GJ for each title.

Commission member Ingemunson moved to approve the three new classifications, seconded by Morris. The motion carried with unanimous voice vote.

1. **Other Discussion Items**

Mallori Barnett presented a brief summary of the BHR bills introduced into the 2020 legislative session.

1. **Additional Agenda Items**

None

1. **Public Comments**

None

1. **Adjourn**

Commission member Williams moved to adjourn the meeting, and the motion was seconded by Ingemunson. The motion carried with unanimous voice vote.

Chair Christianson adjourned the meeting.

*Please note that these minutes are a draft until approved by the Civil Service Commission at the next meeting.*